

## FOUNTAINS BOARD OF DIRECTOR'S MEETING

**DATE: December 8, 2025**

**The meeting was called to order at: 3:02 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Cyndy O'Brien, Newcomer's Welcome, Judy West, Assistant Treasurer and Resident Information. Bob Markel, Landscape, Reno Totor, Arborist, Janet Giovannetti, Forum Editor, Cyndy O'Brien, Newcomer's welcome, and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Laurie Kosche, # 12, Ken Miller, # 64, Susan Dorn, # 97, Ann Arnold, # 41, Dottie Francis, # 66 Patricia Goytia, # 16 and Sharon and Dennis Ducsik. Laurie Kosche had a question about the insurance. Melva will direct her to the portion of the by-laws that addresses that.

**SECRETARY'S REPORT: Julie Helle:** A motion was made, seconded and approved to approve the November 2025 minutes. Julie also reported that she has requested use of the ballroom on Monday, February 23, 2026 from 1-3:30 P.M. for the Annual Meeting. The meeting will be held at 2:00 P.M.

**ASSISTANT TREASURER REPORT: Judy West:** Judy reported that all residents paid in full in November.

### TREASURER REPORT:

Funds on Hand as of November 30, 2025:

a. Total Reserves Funds on Hand	\$ 1,106,622.17
b. Total Operations Funds on Hand	<u>\$ 124,242.86</u>
c. Total Funds on Hand	\$ 1,233,865.03

1. Total of 12 checks numbers 14581 through 14592 were issued for a total of \$31,908.65. There was 1 debit card charge totaling \$22.98. There were 10 checks outstanding at month end total \$25,510.60 of which 2 are outstanding from Sept. One was deposited 12/2/2025 after receiving my second request.
2. Reserve reimbursed the Operating Acct for \$2,175 to cover Radon Invoice 2934-B from 8/13/25 per Schwindt.
3. 1 WaFd CD matured in November which was rolled at 3.5% for another 7 months.
4. Sorry, the Reserve Allocation for Nov was recorded 12/2/2025. I missed a step in the online banking request process dated 11/25/25 & did not catch it until 12/2 when I got the text message saying the Statement was ready to view so had to reverse the QuickBooks side which I had already recorded in November.

**NEWCOMER WELCOME, NEW RESIDENTS: Cyndy O'Brien:** # 61, #26 and #99 are on the market. #69 and #39 will be coming on the market.

**RESIDENT INFORMATION: Judy West:** One email is incorrect on the resident listing list. Judy will correct it.

**NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** Peggy has resigned as Neighborhood Block Captain. Katie Smith will be taking over that position.

**FORUM EDITOR: Janet Giovannetti:** Janet, Carole Hanlin, Cyndy O'Brien, Dave Smith and Melva Hausserman are updating the by-laws. Rules and Resolutions and Enforcement Policies have not been changed since 2009. Some parts that were designated as temporary are now being put in as permanent. The welcome packet is also being updated to reflect this new information. The new Welcome Page will now include the State of Oregon Rules and Regulations, the monthly assessments, safety information, pertinent Fountains information, the collection resolution and process, (resident informed through Certified Mail, etc.) and the updated schedule of fines. New or changed information affecting existing residents will be shared in the forum. A motion was made, was seconded and was approved to approve the changes and additions to the By-laws.

Judy noted that information for the SCA must go to the SCA office, not box 31.

**LANDSCAPE REPORT: Bob and Karen Markel:** Bob announced that 2026 will be their last year to do landscaping.

**ARBORIST REPORT: Reno Tortora:** Elite is scheduled to come and trim trees in mid-March. A downed limb on the east side will be removed by Green Road.

**MAINTENANCE REPORT: Dave Smith:** Gutters will be cleaned on December 26; an email has been sent to residents. The worker will also will check for moss on the roofs. Dave is going to see if he can get this done earlier in the year in the future. A thank you was given to Dottie Francis for changing lightbulbs in the outside lights and a second thank you was given to Bob Hausserman for help he has given with the door codes, entry locks; and name plates for new residents.

Cost to replace the roofs in 2034 was discussed. It is estimated to cost One Million, Five Hundred Thousand. Next summer, Dave will have a roofer, possibly two companies come and give new estimates. Melva stated that to keep the assessments the same as last year, less money will be put into the reserve fund in 2026.

**OLD BUSINESS: Possible new web master:** Dave has talked with a person interested. For now, this is put on hold.

**Five- member board:** the Fountains Board has decided to stay with the three-member board.

**Review of By-Laws:** as above.

**Chairperson candidates on the ballot:** A short discussion was held concerning vetting experience and qualifications a board chair would need to lead the board, such as a background check and determining the candidates' prior experience. A process could be developed and added to the by-laws.

**No smoking policy violations:** A discussion with a resident will be held after the meeting.

**Holiday Party:** a short discussion was held regarding set up time.

**NEW BUSINESS:** None

New bulletin boards have been placed in all the building common areas. Items to be placed there will be put up by the block captains so all boards will look the same. Items will no longer be placed on the windows.

**NEXT MEETING:** Monday January 12, 2026 at 3:00 P.M.

**MEETING ADJOURNED:** 4:23 P.M.

Respectfully submitted,

Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: November 10, 2025**

**The meeting was called to order at: 3:04 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Newcomer's Welcome, Judy West, Assistant Treasurer and Resident Information. Bob and Karen Markel, Landscape, Reno Totoro, Arborist, and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Joan Mathews, # 30, Irene Jordan, # 71, Susan Dorn, # 97, Dottie Francis, #66, Bill Norton, # 59, Bill Yandon, #67, Ann Arnold, # 41, Ken Miller, # 64, Sammi Kilburn, # 18. Sammi stated that she is still finding chicken bones near the fence. Donovan will talk to them again.

**SECRETARY'S REPORT:** Julie Helle: Approval of the October minutes was requested. The motion was made, was seconded and was approved.

**ASSISTANT TREASURER REPORT: Judy West:** All HOA dues were paid in full in October.

### **TREASURER REPORT: Melva Hausserman: The Fountains Board Meeting**

Funds on Hand as of October 31, 2025:

a. Total Reserves Funds on Hand	\$ 1,106,624.72
b. Total Operations Funds on Hand	<u>\$ 83,045.78</u>
c. Total Funds on Hand	\$ 1,189,669.81

1. Total of 12 checks numbers 14569 through 14580 & 91725 were issued for a total of \$37,736.07. There were 5 debit card charges totaling \$185.08. There were 6 checks outstanding at month end total \$5,680 of which 2 are outstanding from Sept.
2. 1 Reserve payment issued for Oct for \$7,944.23 major valve replacement
3. No CD activity for October. For November, will look for best interest rate. Current rate is 3.95%.

A motion was made, was seconded and approved to approve both the September and October Treasurer reports.

**NEWCOMER WELCOME, NEW RESIDENTS: Carole Hanlin, Cyndy O'Brien:** Unit 26 is still on the market. Unit 39 will be on pending paperwork. "#68 is moving out and may be on the market soon." discussion ensued regarding the amount of money available for the picnic this year and the Holiday Party. Due to prices rising for turkey and no one available to roast one this year, sliced turkey will need to be considered which may be more expensive.

**RESIDENT INFORMATION: Judy West:** See “new residents” above.

**NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** Not present.

**FORUM EDITOR: Janet Giovannetti:** Not Present

**LANDSCAPE REPORT: Bob and Karen Markel:** The fountains have been cleaned and re-filled and will be turned off this week.

**ARBORIST REPORT: Reno Tortora:** Reno reported that some of the maples are dying and need to be replaced. The big trees need work too, and some smaller trees are not in good condition, including the cherry trees. They will be re-evaluated in the spring. Elite tree Company is more reasonable than the other company he talked to.

**MAINTENANCE REPORT: Dave Smith:**

Residents were sent an email to turn off the outside spigots on faucets located in their units. Dave has put the covers on the outside faucets to protect them from the cold. He reported that the person who does the gutters will also clean moss of the roofs. He will also have the roof cleaner look for damaged areas. The zinc that was applied last year did not take all the moss off. He is thinking of not using zinc every year. Trimming trees away from the roofs will also keep some of the moss from forming.

**OLD BUSINESS:**

**Follow up with local web master: Judy West:** Diane Trainer, who manages the website for our information stated that we are getting the best deal we can. Dave Smith said he knows someone that might be more reasonable, and that can be pursued. Dave will check with him.

**Three to five Member Board:** The first vote was to assess interest only, so after discussion, it was decided to have a formal vote soon with packets placed in the entry areas again. If the five member board vote is approved by at least **50%** of the residents, then a vote will be held at the annual meeting to choose two more board members to serve.

**Progress with review of the by-laws:** the committee has met and will meet again when all the committee members have returned.

**Chairperson candidates on the ballot:** Donovan Madden, Sammi Kilburn, and Judy West, have all expressed interest.

**NEW BUSINESS: Set date and time for the annual meeting:** Julie Helle will make the arrangements. She suggested we might want to use the ballroom this time as the Lake View room was very full at last year’s meeting.

**No Smoking policy, violations and fines:** It was reported that one person is violating the policy. Donovan will talk with our lawyer to determine next steps.

Also discussed was non-residents having access to the outside doors. The door code has been given to others, even delivery people. Dave stated that the door code can be easily changed. People are also requested to bring packages inside for others. It was also noted that packages have been stolen.

**NEXT MEETING:** December 8<sup>th</sup> at 3:00 P.M.

**MEETING ADJOURNED:** 4:34 P.m.

Respectfully submitted,

Julie Helle, Secretary

**FOUNTAINS BOARD OF DIRECTOR'S**

**DATE: October 13, 2025**

**The meeting was called to order at: 3.01 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Newcomer's Welcome, Carole Hanlin and Cyndy O' Brien, Assistant Treasurer and Resident Information. Judy West, Bob and Karen Markel, Landscape, Janet Giovannetti, Forum Editor, Peggy Sult, Neighborhood Watch Captain and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Bill Norton, # 59, Paul Brock, #2 Dottie Francis, # 66, Ann Arnold, # 41, Ken Miller, # 64, Patricia Goytia, #16 and Sammi Kilburn, # 18.

**SECRETARY'S REPORT: Julie Helle:** Judy requested approval of the September 8, 2025 minutes. A motion was made, was seconded and was approved.

**ASSISTANT TREASURER REPORT: Judy West:** All residents paid in full in September.

**TREASURER REPORT: Melva Hausserman:** Funds on Hand as of September 30, 2025:

a. Total Reserves Funds on Hand	\$ 1,093,670.95
b. Total Operations Funds on Hand	<u>\$ 85,785.42</u>
c. Total Funds on Hand	\$ 1,179,456.37

1. Total of 18 checks numbers 14552 through 14568 & 91725 were issued for a total of \$41,332.90. There were 5 debit card charges totaling \$754.22. There were 9 checks outstanding at month end total \$11,399.12.
2. No Reserve payments issued for Sept. The next CD will be rolled over in November.
3. 1 WAFD CD activity for Sept.

Jason Wong will do a site visit soon for Schwindt for the reserve study. The paper work is completed.

Peggy Sult mentioned that she would like \$1,200 to cover both the picnic last summer and the upcoming holiday party in December.

A preliminary rough draft was sent to board members in September with the budget for 2026. The first budget meeting is set for Wednesday, October 15 at 2:00 P.M.

**NEWCOMER WELCOME, NEW RESIDENTS:** Carole Hanlin, Cyndy O'Brien: Cyndy noted that #26 is still for sale. Carole presented the results of the query to assess interest in increasing voting board members from three members to five members. Ballots were placed in the common area of each building, with one vote per unit. Residents in 65 units voted in favor of increasing the board to five, and 16 members voted to keep it at three. No action was taken since this was to address interest only. A short discussion was held regarding the advantages of a five-member board over a three-member board. Results of this query will be discussed with the Fountains attorney Jennifer McKasvan. Dave complemented those who worked on this.

**RESIDENT INFORMATION: Judy West:** Judy announced that she has emails for almost all residents who have them. A discussion was held on how we could get emails and phone numbers more expediently for new owners. Only three residents do not have emails. Some new residents are difficult to contact. Various ways to get this information for new owners were discussed. She also **NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** Present but no report. Peggy gave information to Julie Helle, who recently became block captain for her block.

**FORUM EDITOR: Janet Giovannetti:** Janet reported she will not be present at the November meeting. She will put information in the forum about recycling items like light bulbs, etc., how to put together a financial go bag, and cleaning up for fall.

**LANDSCAPE REPORT: Bob and Karen Markel:** The irrigation system has been turned off and the fountains were drained, cleaned, refilled and also turned off.

**MAINTENANCE REPORT: Dave Smith:** A leaking water valve was repaired and gutters will be cleaned on 12/26 for a cost of \$6,000. The water to the outside spigots will need to be turned off. He will notify us when that needs to be done and will show new residents how to do it. Dave also reported there was a security issue recently near garage 102. An individual was discovered sleeping on Fountains property. Dave woke him and made him leave. Judy reported a man was on her patio. Someone else had plants stolen from hers. Dave will notify people if someone is here for a legitimate reason such as an inspection. Otherwise, no one should be near our buildings.

#### **OLD BUSINESS:**

**2025 Holiday Party:** We do not have people available to roast turkeys this year, so new arrangements will need to be made. A brief discussion was held.

**Board chair election for 2026:** Donovan's 3- year term will expire the end of 2025. Dave will send out an email to publicize this to see if others are interested in running for the position.

**Review and update by-laws:** The bylaws are to be reviewed every two years. A committee was formed to do this. Melva Hausserman, Cyndy O'Brien, Janet Giovannetti, Dave Smith and Carole Hanlin volunteered.

**No smoking policy enforcement:** One resident has violated the policy multiple times. The resident will be given a letter with a warning and consequences if they fail to follow the policy.

**Food and chicken bones thrown on our property from Safeway:** Donovan talked to the manager at Safeway and he was asked to talk to their employees to not do this.

**NEW BUSINESS:** None

**NEXT MEETING:** Monday, November 10<sup>th</sup>, 2025

**MEETING ADJOURNED:** 4:15 P.M.

Respectfully submitted, Julie Helle, Secretary



## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: September 08, 2025**

**The meeting was called to order at: 3:02 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Carole Hanlin and Cyndy O'Brien, Newcomer's Welcome, Judy West, Assistant Treasurer and Resident Information. Bob and Karen Markel, Landscape, Reno Totoro, Arborist, Janet Giovannetti, Forum Editor, Peggy Sult, Neighborhood Watch Captain and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Bill Yander, # 67, Susan Dorn, #97, Paul Brock, #2, Dottie Francis, # 66, Ken Miller, # 64, Ann Arnold, #41, Patricia Goytia, #16, Sammi Killburn, # 18, and Susan Reinhart, # 20. Susan Dorn asked about having a garage sale on the property. Peggy Sult said she would help her. Sammi Kilburn reported cigarette butts and chicken bones thrown on our property by the fence behind Safeway. Donovan said he will talk to Safeway. A discussion ensued regarding feeding the wildlife here. This is forbidden. Janet will put this in the forum and a suggestion was made that it could also be posted in the lobbies of out buildings.

**SECRETARY'S REPORT: Julie Helle:** Julie requested approval of the August 11, 2025 minutes. The motion was made, was seconded and approved.

**ASSISTANT TREASURER REPORT: Judy West:** Judy reported all residents paid in full in August.

### **TREASURER REPORT: Melva Hausserman:**

Funds on Hand as of August 31, 2025:

a. Total Reserves Funds on Hand	\$ 1,068,875.16
b. Total Operations Funds on Hand	<u>\$ 109,507.71</u>
c. Total Funds on Hand	\$ 1,178,382.87

1. Total of 10 checks numbers 14542 through 14551 were issued for a total of \$38,538.64. There were 3 debit card charges totaling \$130.44. There were 5 checks outstanding at month end total \$26,564.98.
2. No Reserve payments issued for Aug.
3. 1 WAFD CD activity for Aug.

Melva is starting the budget preparation for 2026. She will send a report of 2025 expenses to each board member who works under a budget. Board members are requested to send an estimate of the amount needed for 2026 to Melva.

A motion was made to approve the treasurer report. The motion was made, was seconded and approved.

**NEWCOMER WELCOME, NEW RESIDENTS: Carole Hanlin, Cyndy O'Brien:** The all- Summerfield committee will provide packets to the welcome committee to be given to new tenants in addition to the Fountains information they will be given.

**RESIDENT INFORMATION: Judy West:** #26 was just posted on Zillow. A new resident has moved into #5. Judy will do a new resident listing sheet. She asked to be informed of any incorrect emails

**NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** No report on block captain information. The picnic on 09/07 was discussed. It was estimated that about 50 people attended. Many were new residents. A thank you was given to Peggy for her work.

**FORUM EDITOR: Janet Giovannetti:** Janet will include a thank you for all who helped with the picnic, welcome to new people, inform that bird feeders are not allowed, information on recent break ins in Summerfield, not to leave outer doors unlocked, and post the phone numbers for PGE and Northwest Natural with a reminder to add them to your phone contacts. And winter safety.

**LANDSCAPE REPORT: Bob and Karen Markel:** Bob reported that a main line was weeping, that some plants will need to be removed, and preparation need to be done for spring. The fountains and irrigation water will be turned off and fountains drained the end of October.

**ARBORIST REPORT:** Reno reported that he is still working on getting estimates for future tree maintenance. Two smaller trees need to be planted; a discussion was held where to put them.

**MAINTENANCE REPORT: Dave Smith:** a worker is coming Friday to examine the condition of the chimneys and give an estimate. The gutter cleaning company now uses a drone to check condition of the gutters and down spouts. Dave also informed us that we have 74 parking spots in The Fountains.

**OLD BUSINESS: Voting for a five-member board:** Establishing a five-member board was discussed. If we do this, 75 % of owners are needed to approve it, and it will involve a change in the by-laws also.

**NEW BUSINESS: No Smoking Policy:** The Fountains in **Article IX Section 6** currently prohibits smoking on decks or patios, inside common areas and on the grounds, but does allow smoking in individual units. Information was presented about the health hazards of second- hand smoke and the reality of second- hand smoke seeping into other condos in our older buildings. It was noted that Brookside Condominiums, Summerfield Apartments and the Summerfield Estates have all prohibited smoking in their buildings and units.

After discussion, a motion was made, seconded and was approved for The Fountains at Summerfield to be completely smoke free, including in individual units. A yes vote of 75% of all residents is needed to approve this. Our current by-law **Article IX Section 6** will also need to be updated.

Voting packets will be placed in each common area to:

1. Assess Interest in establishing a five-member board
2. Approve making The Fountains completely smoke free.

**NEXT MEETING: Monday, October 14<sup>th</sup> at 3:00 P.M.**

**MEETING ADJOURNED:** The meeting was adjourned at 4:23 P.M.

Respectfully submitted,

Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: August 11, 2025**

**The meeting was called to order at: 3:07 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Cyndy O'Brien, Carole Hanlin, Newcomer's Welcome, Judy West, Resident Information and Communication and acting Assistant Treasurer, Bob and Karen Markel, Landscape, and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Paul Brock, #2, Dottie Francis, # 66, Brian Rolands, #88 and Bill Yandon, # 67. Brian Rolands Asked questions concerning the earthquake readiness of our buildings. Paul Brock will share information with Brian from the building inspection we had a few years ago and Dave Smith will share information from the deck inspections that were done. They will be re-evaluated next year. Dave will also check if any other reports are available. Bill Yandon asked if the HOA insurance policy covers the buildings; it does, but residents need their own home owner's insurance to cover the deductible on the HOA Insurance.

Brian also asked about the monthly fees paying for Comcast and stated that many people use only streaming now. Comcast Fees were re-negotiated a few years ago. Comcast has stated that Comcast is the only service available here. A suggestion was made that the question be asked in the forum" to see how many residents still use Comcast.

**SECRETARY'S REPORT: Julie Helle:** Julie requested approval of the July 14, 2025 board minutes. The motion was made, was seconded and was approved.

**ASSISTANT TREASURER REPORT: Judy West:** All 110 units paid in July. One payment was late because the resident had her purse stolen.

### **TREASURER REPORT: Melva Hausserman:**

Funds on Hand as of July 31, 2025:

a. Total Reserves Funds on Hand	\$ 1,042,563.48
b. Total Operations Funds on Hand	<u>\$ 98,920.97</u>
c. Total Funds on Hand	\$ 1,141,484.45

1. Total of 12 checks numbers 14530 through 14541 were issued for a total of \$49,076.32. There were 6 debit card charges totaling \$372.78. There were 8 checks outstanding at month end total \$19,121.95.
2. There was one Reserve payments issued for July check #3003 \$35,150.
3. No CD activity for July.

**NEWCOMER WELCOME, NEW RESIDENTS: Cyndy O'Brien, Carole Hanlin:** Carole reported that Units 4 and 23 have sold and closed. Melva said she usually gets resident information about two weeks after closing. The Summerfield office might have that information sooner. Summerfield also has an information packet they give to the new resident.

**ASSISTANT TREASURER AND RESIDENT INFORMATION: Judy West:** Judy West recently printed a new resident roster and will see that Carole Hanlin gets one.

**NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** Not present. The BBQ will be on Sunday, September 7<sup>th</sup> from 4-6 P.M. Bob Markel has been asked to cook hot dogs again and people will be asked to bring sides. There possibly will be a D.J.

**FORUM EDITOR: Janet Giovannetti:** Not present.

**LANDSCAPE REPORT: Bob and Karen Markel:** Two more plants will be planted near #97 to replace two that died. Two other plants have died; they will be taken out and replaced next year. Patchy yellow grass has appeared in the Fountains. A question was raised if a certain place to walk dogs to allow them to relieve themselves could be designated, but it was clarified that the common areas are for all to use. The cause of the yellow grass is unknown, and is also present in other areas of Summerfield. Areas in the Fountains have since been reseeded. Brian Rolands complemented Bob and Karen for the hard work they do to make The Fountains a beautiful place. Karen thanked the volunteers who help plant flowers and deadhead rhododendrons.

**ARBORIST REPORT:** Not present, no report.

**MAINTENANCE REPORT: Dave Smith:** Retarring of the drives and striping parking spaces and painting curbs is completed. Dave said he appreciates the kind comments made to him during this work. He is going to get estimates for future chimney work.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**NEXT MEETING:** September 8, 2025 at 3:00 P.M.

**MEETING ADJOURNED:** 4:00 P.M.

Respectfully submitted,

Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE:** July 14, 2025

**The meeting was called to order at:** 3:02 P.M.

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Cyndy O'Brien, Carole Hanlin: Newcomer's Welcome, Judy West, Resident Information and Communication and acting Assistant Treasurer, Bob and Karen Markel, Landscape, Reno Totoro, Arborist, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Paul Brock, # 2, Dottie Francis, # 66, Patricia Goytia, # 16, Ken Miller, # 64, and Ann Arnold, # 41.

**Residents Comments:** Dottie Francis: Karen Black has resigned as block captain for their area. Dottie is willing to serve in her place. Donovan Madden also wants to resign as block captain and Reno Tortora volunteered to serve in his place. Dottie also mentioned that the SCA Board has signs on the table for the board members stating their position and name, and suggested we could do the same. She is willing to make the signs.

**SECRETARY'S REPORT: Julie Helle:** Requested approval of the June 9, 2025 minutes, The motion was made, was seconded and approved.

**ASSISTANT TREASURER REPORT: Judy West:** All payments except one were received in June, and the one that was not received had incorrect information. That payment has now been received.

**Posting approved minutes:** A discussion was held regarding posting board minutes to the SCA web site. The fountains has its own g-mail address which is posted on the Fountains website. Diane Trainer in unit #3 is our local contact for changes or issues with the website. She then contacts the person/company who makes those changes. His company is in New York. Judy West wondered if we should try to find someone who is closer so that we might have quicker response time. She also wondered if we need a separate Fountains g-mail address, The board thinks that we should keep it but that we should explore with Diane Trainer some options for a more local contact. Price seems to be an issue as the current person works at a very reasonable cost. Judy will contact Diane about this.

### **TREASURER REPORT: Melva Hausserman:**

Funds on Hand as of June 30, 2025:

a. Total Reserves Funds on Hand	\$ 1,055,372.80
b. Total Operations Funds on Hand	\$ <u>92,920.18</u>
c. Total Funds on Hand	\$ 1,148,292.98

1. Total of 12 checks numbers 14518 through 14529 were issued for a total of \$45,811.20. There were 14 debit card charges totaling \$2,816.93. There were 5 checks outstanding at month end total \$11,507.83.
2. There were Zero Reserve payments issued for June.
3. One Reserve CD WaFd – 9201 rolled to 6-month CD at 4% for June.

The motion was made, was seconded and approved to approve the Treasurer's Report.

Melva shared that unit #86 will close tomorrow 7/15/2025 and unit #4 & #23 are both scheduled to close 8/1/2025. Unit #5 is back on the market. 9 properties have been sold as of June 30, 2025 with a December 2024 closing that we did not receive funding on until January 2025. Names of new buyers are not confirmed until closer to the closing date or when we receive the funding and documents.

Melva asked if everyone is getting her emails. Everyone said that they are.

**NEWCOMER WELCOME, NEW RESIDENTS: Cyndy O'Brien, Carole Hanlin:** Cyndy and Carole shared an information sheet that answers common questions, states rules, and directs new residents where to find them in the By-laws and Regulations. It was suggested to add to the sheet that cars cannot be washed here due to chemicals and water usage. When complete, this sheet will be added to the packet.

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** Anyone not getting emails, or if an email has changed, let Judy know.

**BLOCK CAPTAIN COORDINATOR: Peggy Sult: Not present.** Janet shared for Peggy that the picnic is scheduled for September 7<sup>th</sup>. A newer resident is a DJ and will possibly provide music.

**FORUM EDITOR: Janet Giovannetti:** Janet will share information that Pride is expanding recycling, that it is better to take large quantities of items like cardboard to Pride rather than fill up the bins here, and will post the Pride web site for more information on what they will take and cost.

**LANDSCAPE REPORT: Bob and Karen Markel:** The watering schedule has been altered to accommodate the paving work last week and this week. Lawns will be mowed on Tuesday. Karen has plants that Bright View will plant, also on Tuesday. This will complete all the plant replacement. Landscape issues can be placed in Box 31.

**ARBORIST REPORT: Reno Tortora:** The trees on our side of Naeve by the brick wall have been trimmed. Two other trees in the Fountains also need to be trimmed. Reno will get the best estimate for this.

**MAINTENANCE REPORT: Dave Smith:** Sealing the drives and parking lots with asphalt continues this week, starting again on Wednesday. Residents have been kept informed by email and signs posted in the common building areas if they need to move their cars for access during tar application and drying time in each area. Dave reports that the workers are easy to work with and their cooperation is good. The dates have not been set for striping in the parking lots and painting the curbs.

Dave also reported that there have been critter incidents lately; skunks, bats, and continuing issues with ants.

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**NEXT MEETING:** August 11, 2025

**MEETING ADJOURNED:** 4:10 P.M.

Respectfully submitted,

Julie Helle, Secretary



## FOUNTAINS BOARD OF DIRECTOR'S MEETING

**DATE:** June 9, 2025

**The meeting was called to order at:** 3:01 P.M.

**BOARD MEMBERS PRESENT:** Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Judy West, Resident Information and Communication and acting Assistant Treasurer, Bob and Karen Markel, Landscape, Reno Totoro, Arborist, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Bill Norton, #59, Millie Grauel, #43, Dennis and Sharon Ducsik, # 17, Bill Yandon, #67, and Sammi Kilburn, # 18.

**SECRETARY'S REPORT: Julie Helle:** Julie requested approval for the May 12, 2025 board minutes. The motion was made, seconded and approved.

**ASSISTANT TREASURER REPORT: Judy West:** 100 % of units paid in full in May. Judy said she is exploring options for the HOA fee to be paid through Venmo or Zelle. She will talk with the SCA office to see what options they have for residents making payments.

### **TREASURER REPORT: Melva Hausserman:**

Funds on Hand as of May 31, 202

Total Reserves Funds on Hand	\$ 1,029,309.26
Total Operations Funds on Hand	<u>\$ 96,920.25</u>
Total Funds on Hand	\$ 1,126,209.51

Total of 7 checks numbers 14511 through 14517 were issued for a total of \$27,456.29. There were 9 debit card charges totaling \$681.23. There were 4 checks outstanding at month end total \$6,078.84.

T here were 3 Reserve payments issued for a total of \$75,796.00. Garage & Trash Corall painting, Blacktop repairs, Masonry Window Sills & 2 Chimney's Repairs.  
No CD activity for May.

**NEWCOMER WELCOME, NEW RESIDENTS:** Cyndy O'Brien and Carole Hanlon have agreed to take over this duty. A committee is currently working on updating the information for the packets.

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** #5 is still for sale, #86 is pending, 17 and 34 are sold and owners have moved in.

**NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** Janet reported for Peggy is working on making sure that all residents have updated emergency medical forms. Janet also stated that Peggy is not able to attend meetings because she still works full time. She asked if the meeting time could possibly be changed to allow for people working full time to attend the meetings.

**FORUM EDITOR: Janet Giovannetti:** Janet is going to remind residents to go around the roundabouts as directed by the signs, re-cycle information, to urge people to review the by-laws, scam prevention information, spam, landscaping, tree and re-cycling. Dave commented that he is going to put up the new signs by the garbage corrals soon.

**LANDSCAPE REPORT: Bob and Karen Markel:** The water in the ponds has been replaced and the ponds are clear now. The tree was replaced by #97. A lot of trimming has been done. The irrigation heads have been worked on; the pressure heads sometimes turn or there is a small leak. Karen replaced dead plants. The re-seeded areas are coming back well. Leaking irrigation pipes can not always be fixed immediately; depending on the cause, Brightview might need to add it to their schedule, etc.

**MAINTENANCE REPORT: Dave Smith:** The company that has been working on outside window sills and chimneys has found quite a few repairs to be made due to no maintenance through the years. After one chimney with major problems was reported to Dave, he requested that all the chimneys be checked. The ones with the worst damage will be fixed right away, and also window sills where water has been leaking in. This resulted due to lack of maintenance over the years.

The window washing person is almost done. Dave reported that only 4 screens need repair this year. The area where mud has been washing into the parking lot behind garages for units 41-44 is being worked on.

The drives and parking lots will be resealed and re-stripped in the first part of July. This needs to be done every 6-7 years to keep them in good shape. Dave will keep residents updated on if or when they might need to move their cars.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**NEXT MEETING:** Monday July 14<sup>th</sup> at 3:00 P.M.

**MEETING ADJOURNED:** 3:51 P.M.

Respectfully submitted, Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: May 12, 2024**

**The meeting was called to order at: 3:02 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Judy West, Resident Information and Communication and acting Assistant Treasurer, Bob and Karen Markel, Landscape, Reno Totoro, Arborist, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Bill Yandon, # 67, Dottie Francis, #66, Patricia Goytia, #16, Ann Arnold, # 41, Brian Rolands, # 88, and Sammi Kilburn, # 18. Brian asked about moss on the roofs. Dave explained that the moss on the roofs is dead moss and tends to stay there unless removed.

**SECRETARY'S REPORT: Julie Helle:** A motion was made, was seconded and approved to approve the April 8, 2025 minutes.

**ASSISTANT TREASURER REPORT: Judy West:** All 110 units paid in full in April.

**TREASURER REPORT: Melva Hausserman**

Funds on Hand as of April 30, 2025:

a. Total Reserves Funds on Hand	\$ 1,082,731.42
b. Total Operations Funds on Hand	\$ 98,431.66
c. Total Funds on Hand	\$ 1,181,163.08

1. Total of 13 checks numbers 14495 through 14510 were issued for a total of \$56,255.59. There are 14 debit card charges totaling \$1,001.75. There were 3 ACH payments for Insurance & IRS totaling \$16,758. 4 checks outstanding at month end total \$9,987.06.
2. One Chase Bank CD #6169 Matured 4/7/25 & rate stayed the same, it rolled to 4% CD 4-months.
3. Washington Federal Certificate # 118-402730-6 Matured 4/16/25 rate dropped to 3.95%, which is still higher than our FlexSweep account with OnPoint, so we rolled it to a 3.95% - 7-month CD.

Melva reported that we have finally received the 2023 & 2024 Financial Reviews from our Auditors, Schwindt and Co. (we were unaware 2023 had not been finalized). The only negative from both reviews were with regard to keeping total deposits in any one financial institution below the FDIC limit of \$250k. We had already implemented their suggestion on January 7, 2025 with opening our FlexSweep Reserves Saving account with OnPoint Community credit Union. December 31, 2023 total combined cash and certificate of deposits totaled \$908,007 of which \$25,946 was uninsured for approx., 30days with Home Street Bank.

December 31, 2024 total combined cash and certificate of deposits totaled \$1,073,657 of which \$20,377 was uninsured for 7days with Home Street Bank. A motion to approve the Treasurer's reports was made, seconded and was approved.

**WELCOME, NEW RESIDENTS:** Joan Mathews has resigned. There may be someone interested in the position.

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** Judy reported that #5 is still on the market, #17 has been sold, the owners of #10 have moved in, Unit 14 has closed, #38 resident has moved in and # 97 new owner has not moved in yet. Judy is working with Janet Giovanetti to update the new owner's packet. Sammi Kilburn expressed interest as well. It was reported that most of the new residents have emails, which reduces the number of hard copy deliveries

**NEIGHBORHOOD WATCH CAPTAIN: Peggy Sult:** Not present.

**FORUM EDITOR: Janet Giovannetti:** . Most of the new residents have emails, which reduces the number of hard copy deliveries. Janet plans to include information about costs going up, advice to shop local, farmers markets, a note about Friday happy hours, ducks and babies in our community, dogs need to be on leashes, rules for BBQ Grills and an update on the resident who was severely injured by a ratchet belt falling from a vehicle, scam prevention programs given by the City of Tigard, and Town Hall meetings given by the Summerfield Board that provide good information. Other suggestions for forums were following rules for keeping dogs on leashes, what BBQ's can be used, parking, etc. needs to be addressed for our residents. We also have several duck families being nested here who need to be watched for. These can be addressed either through the forum or in new owner information.

**ARBORIST REPORT: Reno Tortora:** A limb came down and was moved to a safe place. An arborist company will be called to take care of it. They must provide proof of insurance and will be issued a W-9 form.

**LANDSCAPE REPORT: Bob and Karen Markel:** Flowers were planted around the upper fountain on Monday, May 5<sup>th</sup>, Thank you to Julie Helle, Cyndy O'Brien, Katie Smith, Donna Kellogg, and Brenda Frank. Without your help we would not be able to enjoy all the beauty this summer. More volunteers would be welcome. It is hard to give much notice due to weather conditions. It is time again to take the old blooms off the rhododendrons as well. It really helps to make our Rhodies look better in the spring. Brightview reseeded, please stay off the grass in those areas. A few Leaks in the underground irrigation pipes have been discovered. Leaks near units 9 & 10 and valves by 55 and 56, which resulted in a high water bill, were discovered and repaired. A leak in a valve by 55 and 56 was also fixed. If a leak is discovered, it is important to let Bob know right away rather than a request put into box 31.

It was noted that a lot of people walk through here. Following rules for keeping dogs on leashes, what BBQ's can be used, parking, etc. needs to be addressed for our residents. We also have several duck families being nested here who need to be watched for.

**MAINTENANCE REPORT: Dave Smith:**

Zinc that was put on all the roofs earlier was supposed to kill all the moss and prevent recurrence for 10 years. The moss was killed but stayed on the roofs. The company that cleaned our gutters advised to just leave it on the roofs. Power washing it off was offered as another solution.

Painting the garages and garbage corrals was completed last Friday. It should last ten years with the repairs made to the garages and the good quality paint being used. The asphalt work has been completed in three places. A plan will be made for the asphalt work on the drives.

Brian Rolands asked about a dent in his garage door. The garage doors are sealed with insulation inside making it impossible to pound dents out

Brick work will last for two more weeks. They are power washing the bricks, repairing grout where needed and sealing chimneys. They may not get to fixing the bad bricks.

Resident's windows will be washed the end of May. The screens will be taken out and cleaned as well.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**NEXT MEETING:** Monday, June 9<sup>th</sup> at 3:00 P.M.

**MEETING ADJOURNED:** 4:02 P.M.

Respectfully submitted,

Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: April 14, 2025**

The Fountains contracted as of April 1<sup>st</sup> with American Benefits Insurance Company (ABI) to provide the Master Insurance Policy for the Fountains. Vern Newcomb, company representative, was introduced. He explained what the Fountains Master Policy coverage provides and what coverage homeowners need to have on their home owner's policies for costs not covered under the Master Policy. Total coverage for the HOA for all 110 units is \$23,050,000. There is a \$25,000 deductible per unit and the unit owner is advised to have this covered on their own policy. In addition, he suggests homeowners have liability coverage in case another unit or a common area is damaged as the result of a homeowner's actions or an event in their unit. In addition, in case the homeowner's unit is inhabitable, homeowners need coverage for pack up or storage cost, also coverage for additional costs if they need to stay elsewhere. He suggested also covering Sewer back-ups, overflows, and leaks. Vern left a printed sheet which will be available on the web site.

**The meeting was then called to order at: 3:20 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Joan Mathews, Newcomer's Welcome, Judy West, Resident Information and Communication and acting Assistant Treasurer, Bob Markel, Landscape, Reno Tortora, Arborist, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Bob Hausserman, Unit 53, Ruth Ann Tortora, unit 48, Dottie Francis, Unit 66, Stella Vetrone, Unit 17, Patricia Goytia, Unit 16, Ann Arnold, Unit 41, Sandy Vick, Unit 54 and Laurie Kosche, Unit 12.

**SECRETARY'S REPORT: Julie Helle:** The motion was made, was seconded and approved to approve the March 10, 2024 board minutes.

**ASSISTANT TREASURER REPORT: Judy West:** All residents paid in full in March.

**TREASURER REPORT: Melva Hausserman:**

1. Funds on Hand as of March 31, 2025:

a. Total Reserves Funds on Hand	\$ 1,051,751.05
b. Total Operations Funds on Hand	\$ 128,455.44
c. Total Funds on Hand	\$ 1,180,206.49

Total of 12 checks numbers 14485 through 14494 were issued for a total of \$33,682.14. There are 10 debit card charges totaling \$1,704.08. 5 checks outstanding at month end total \$6,685.41. Two Key Bank CD's #3377 & 3369 matured on 3/12/25. These were 9 month CD's @5% - best rate offered was a 7-month CD @ 3.25%. Donovan, Melva, & Dave had a brief discussion and we moved those

funds to our OnPoint FlexSweep @ 3.5%. One more CD becomes due in April, Chase CD rolled at 4% for 4 months.

**NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews:** No report.

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** Units # 97, #3 and #104 have sold. Units #10, # 14 and #38 are pending. Unit #5 is still for sale.

**FORUM EDITOR: Janet Giovannetti:** Janet will put in information about one of our residents, D J Van Lom, # 65, who was severely injured several weeks ago when a ratchet belt fell off a passing vehicle and hit her. She spent several weeks in the hospital, was released to rehabilitation, readmitted to the hospital, then returned to rehab. A "Go Fund Me" has been set up to assist with the medical bills. Janet will also inform about a scam seminar from the City of Tigard being held this Saturday from 10:30-11:30 A.M at the clubhouse.

**Arborist Report: Reno Tortora:** Reno has a list of arborists and will have someone come and assess what work needs to be done on the trees.

**LANDSCAPE REPORT: Bob and Karen Markel:** Bob was thanked for all the ground cover/mulch he has been spreading. Karen has ordered the flowers for around the upper fountains and is looking at the first week of May to plant them. There are many volunteers who will help.

**MAINTENANCE REPORT: Dave Smith:** Cleaning carpets in all the entries was completed today. He suggested that we clean them every two years. The garages were power washed, caulked

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: February 10, 2025**

**The meeting was called to order at 3:02 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

and repaired as needed last fall and painting them with a top quality paint started this month. The new, slightly darker color looks good and may not fade as much. The garage doors are getting an extra coat. Brick work will start the middle of May, with Unit #52 and up, and some chimney work.

Dave got two bids for the asphalt work on the drives. More places to repair than were found. The mailbox area near unit 102, the parking area by the shed and a couple of other areas need repair. Dave will accept the lower bid; work will begin the end of August.

A few building doors have been repainted recently. Dave issued a reminder to not use scotch tape on the doors. Painter's tape or masking tape is ok. Also do not get WD-40 on the doors, it damages the paint. Reno mentioned that the rain shrank some of the new wood on the corrals.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

A motion was made, was seconded and approved to adjourn.

**NEXT MEETING: Monday, May 12 at 3:00 P.M.**

**MEETING ADJOURNED: 3:56 P.M.**

Respectfully submitted, Julie Helle, Secretary



## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: March 10, 2025**

**The meeting was called to order at: 3:01 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Judy West, Resident Information and Communication and acting Assistant Treasurer, Bob and Karen Markel, Landscape, Reno Totoro, Arborist, and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Clare Engel, # 78, Paul Brock, #2, Dottie Francis, # 66, Patricia Goytia, # 16, Ann Arnold, # 41, Ken Miller, # 64. No residents noted any questions or concerns at the meeting.

**SECRETARY'S REPORT: Julie Helle:** A motion was made, was seconded and approved to approve the February 10, 2025 minutes.

**ASSISTANT TREASURER REPORT: Judy West:** Judy reported that all 110 Units paid in full in February.

**TREASURER REPORT: Melva Hausserman:**

**1. Funds on hand as of February 28, 2025:**

- a. Total Reserve funds on hand:                   \$ 1,029,434.99
- b. Total Operations funds on hand:               \$ 121,759.71
- c. Total funds on hand:                           \$ 1,151,194.70

Total of 12 checks numbers 14473 through 14484 were issued for a total of \$33,682.14. There are 9 debit card charges totaling \$ 1,032.01 checks were outstanding at month end totaling \$5,291.55.

**2. A WaFd Bank CD #9754** matured on 02/25/25. Best rate is with the 7 month CD @ 4.25%. We also rolled the small money market #3156 at 1% into the new 7 month CD to take advantage of the @4.25% rate. New CD total is \$65,282.95. Maturity date is 09/28/2025.

The Treasurer Report was not approved for December and January because the board does not yet have the final figures back from December from Schwindt and Company.

Two CD's will come due at Key Bank in March. We will keep the same rate unless a higher one is available. On Point is all liquid funds; no CD's.

A discussion was held regarding units for sale and recently sold. #97 is remodeling and has not moved in yet. #93 and #104 are pending. #10 is still for sale.#38 will go up for sale soon and #5 and #4 are expected to be listed in April.

**NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews:** Not Present

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** Melva and Judy are working with the new residents.

**FORUM EDITOR: Janet Giovannetti:** Not present.

**LANDSCAPE REPORT: Bob and Karen Markel:** Both fountains have been cleaned and are up and are running. Mulch was delivered today. Brightview has done the first mowing. Moss control will be done and the grass will be re-seeded where it was damaged last summer and seeded where the tree was removed. Residents are requested to not walk on the newly seeded areas. Flower planting by the upper fountain will be done the first part of May.

**Arborist Report: Reno Tortora:** Reno volunteered for the position of Arborist at the Annual Meeting. Reno mentioned an invoice he found for previous trimming. Melva informed him that the bill has been paid. The City of Tigard has been trimming the trees on the street side of the brick wall. The trees are also hanging down on our side of the wall; Reno will get them trimmed. The dogwood trees will be fertilized and sprayed.

**MAINTENANCE REPORT: Dave Smith:** The new entry floor mats are in place. Dave has requested residents to turn the spigots for the outside faucets on. Entry carpets will be cleaned the end of the month. Ants will be sprayed for on or close to April 4<sup>th</sup> depending on rain. Bids have been requested for resurfacing the drives. Only one company has come out to look at the area and none have given bids. Dave will also check with Signature Paving near Sherwood. Dave took the old entry rugs to the dump closer to us and was pleased it was less expensive. Dave also mentioned that the garages will be hosed down to clean them before they are repainted next summer.

**OLD BUSINESS: Insurance:** American Family will no longer cover us. Some companies do not ensure large condo complexes. ABI insurance insured us before and is interested. Melva has sent them information and will follow up; she will also contact The Highlands, a . \$56,000 is our budget for insurance. It was advised to contact The Highlands, a 140 condo community near us and ask who insures them. Melva will follow up.

The lawyer we use has moved out of state, so we need to retain a new lawyer. A firm was suggested and this will be investigated as well.

The Annual Meeting was briefly discussed. It was agreed that the remote voting worked well and most units voted. Changes and improvements for next year were suggested.

**NEW BUSINESS:** None **NEXT MEETING:** Monday, April 14 at 3:00 P.M.

**MEETING ADJOURNED:** At 4:10 P.M.

Respectfully submitted, Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE: February 10, 2025**

**The meeting was called to order at 3:02 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Joan Mathews, Newcomer's Welcome, Judy West, Resident Information and Communication and acting Assistant Treasurer, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Bill Yandon, #67, Neal Sanders, # 5, Dottie Francis, # 66 and Ann Arnold, # 41. Dottie Francis commented that she can not open documents from The Fountains because she has a different operating system than Windows. Possible solutions were discussed.

**SECRETARY'S REPORT: Julie Helle:** Julie requested approval of the minutes for the January 13<sup>th</sup>, 2025 meeting. The motion was made, was seconded, and was approved.

**ASSISTANT TREASURER REPORT: Judy West:** All units paid in full in January.

**TREASURER REPORT: Melva Hausserman**

Funds on Hand at January 31/2025:

a. Total Reserves Funds on Hand	\$ 986,984.12
b. Total Operations Funds on Hand	\$ 120,653.22
c. Total Funds on Hand	\$1,107,637.34

Check numbers 14459 through 14472 were issued for a total of \$31,014.36. There 7 debit card charges. Checks outstanding at month end totaled \$6,057.28. There were two checks voided & 1 ck reissued.

2. A Chase Bank CD matured on 1/3/2025. Best rate is with the 3 month CD @ 4%. The 12 month CD was only 3%.
3. OnPoint Community Credit Union's Money Market was reviewed by Donovan Madden, David Smith and Melva Hausserman and on 1/7/25 funds were moved from the 2018 1% Money Market to their Non-Profit Advantage Sweep at 4.25% on the first \$250,000 and funds over that amount will be swept to FlexSweep at the current rate 3.25%.

A question was raised about a \$20.00 service charge. This was a late fee and was passed along to the owner.

**NEIGHBORHOOD WATCH COORDINATOR: Peggy Sult:** (Not present, sent report by email)

There is not much news in the neighborhood. I will reach out and make an appointment to get

contact information for new owners in Unit 87. Unit 88, remodeling is going on, but they have not fully moved in.

**NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews:** A short discussion was held regarding new residents; if they have moved in, have been welcomed, and have received their new owner information. Joan and Judy West will meet to discuss it further.

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** As above.

**FORUM EDITOR: Janet Giovannetti:** Janet will put in information about a new website the city of Tigard has where potholes and other issues can be reported, also safety tips and health information. She will also share emergency information from Northwest Natural.

**LANDSCAPE REPORT: Bob and Karen Markel:** no report, not present.

**MAINTENANCE REPORT: David Smith:** Dave reported that he has received no complaints about downspouts since they were cleaned recently. He has also ordered new mats for all the entry ways. They are 4 by 6 feet, have a backing that will stick to the carpet and are a dark brown which should go well with the carpeting. RE: having carpet in entries cleaned, our outside water faucets have been turned off for the winter, so the cleaning will be done in the spring.

**OLD BUSINESS: Annual Meeting:** Julie Helle gave a report on plans for the annual meeting. Ballots for each resident were placed in a manilla envelope in all entry ways on January 25<sup>th</sup> and will be picked up on February 12<sup>th</sup>. Residents away for the winter received theirs by email. Volunteers and board members will tally the ballots, greet residents as they arrive for the Annual Meeting, sign them in and offer a name tag and a ticket for the drawings. Refreshments will be served. Information available for residents will include what our monthly assessments pay for and a new vendors list.

**NEW BUSINESS:** None

**NEXT MEETING:** Monday, March 10<sup>th</sup> at 3:00 P.M.

**MEETING ADJOURNED:** the meeting was adjourned at 3:57 P.M.

Respectfully submitted,

Julie Helle, Secretary

## **FOUNTAINS BOARD OF DIRECTOR'S MEETING**

**DATE:** January 13, 2025

**The meeting was called to order at 3:00 P.M.**

**BOARD MEMBERS PRESENT:** Donovan Madden, Chair, Melva Hausserman, Treasurer, and Dave Smith, Maintenance, constituting a quorum.

**OFFICERS PRESENT:** Bob Markel, Landscape, Judy West, Resident Information and Communication and acting Assistant Treasurer, and Julie Helle, Secretary.

**RESIDENTS PRESENT:** Ann Arnold, #41, Dottie Francis, #66 and Bob Hausserman, # 53.

**SECRETARY'S REPORT:** Julie Helle: Julie asked for approval of the minutes for the December 9<sup>th</sup>, 2024 Meeting. The motion was made, was seconded, and was approved.

**2025 ASSISTANT TREASURER REPORT: Judy West:** Judy reported that all 110 units paid in full for December 2024.

**TREASURER REPORT:** Melva Hausserman: Funds on hand on December 31, 2024:  
The Fountains Board Meeting

1. Funds on Hand at Dec 31, 2025:

- a. Total Reserves Funds on Hand      \$ 961,730.53
- b. Total Operations Funds on Hand    \$ 91,291.18
- c. Total Funds on Hand                    \$ 1,053,021.71

2. Check numbers 144049 through 14458 were issued for a total of \$39,889.21. There were 12 debit card charge & 2 debit card credits totaling \$2,977.60. Checks outstanding at month end totaled \$9,372.90. Items below this line not to be included in minutes

The banks have all been updated with the information needed for Melva serving as the new Treasurer. Melva informed us that OnPoint has a new program; "OnPoint Advantage Flex Sweep" where funds over \$250 thousand can be "swept" to other banks that are FDIC or NCUA insured and we are fully covered. Sara Lane at Schwindt & Co. checked with their Financial Statements Team and verified that DDM accounts are fine for Non-Profit HOA's.

**NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews:** Not Present.

**RESIDENT INFORMATION AND COMMUNICATION: Judy West:** The new residents in 87 have moved in. They have not been welcomed yet. Judy will follow up with Joan.

**FORUM EDITOR: Janet Giovannetti:** Not present.

**ARBORIST REPORT:** Jim Cunningham has resigned his position as arborist.

**LANDSCAPE REPORT: Bob and Karen Markel:** Bob announced that we will not contract with Tom's Pond in 2025. Bob will do the pond maintenance. Bright View will continue to do winter pruning over the next 4-6 weeks. Bob reported he will not be present at the February Board Meeting but will be here for the annual meeting.

**MAINTENANCE REPORT: Dave Smith:** Dave reported that the garages have all been repaired now. The gutter cleaners did a good job. After a realtor had the carpets cleaned in the entryway of a unit for sale, Dave realized that the carpets had not been cleaned well previously and are still in good shape. He is re-thinking replacing the carpets; they may just need a good cleaning. This may make it possible to postpone replacing the entry carpets for a few years. Rugs in the entryways are constantly sliding out of place. Dave is going to try and find larger ones that stay in place better.

**OLD BUSINESS: Annual Meeting:** Because of the difficulty of getting a quorum for our annual meetings, voting is going to be "remote" this this year. Packets with ballots inside will be placed in the common area of each condo. Residents may fill their ballots out and replace them in the packet or bring them to the annual meeting. Julie shared what she has put together so far. Volunteers are needed to put together packets, distribute them and collect them prior to the annual meeting. Julie will contact people who seemed interested before and set a work day to do this.

**NEXT MEETING:** Monday, February 10 at 3:00 P.M. in the conference room of the clubhouse.

**MEETING ADJOURNED: the meeting was adjourned at: 4:10 P.M.**

Respectfully Submitted

Julie Helle, Secretary